

Minute of the National Joint Negotiating Committee (NJNC) – Side Table (Support) Meeting on Wednesday 4 June 2025 (1000-1200), at Colleges Scotland Offices, Argyll Court, Stirling.

| In Attendance | |
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| Ian Deed | Management Side |
| Susan Elston | “ “ |
| Debbie Kerr | “ “ |
| Jon Vincent | “ “ |
| Keir Greenaway | Staff Side |
| Chris Greenshields | “ “ |
| Alison MacLean | “ “ |
| Laura McLean | “ “ |
| Deborah Smith | “ “ |
| Gavin Donoghue | Acting Management Side Joint Secretary |
| Janet Stewart | Staff Side Joint Secretary |
| Michael Boyd | Working Groups Officer |
| Jillian Cheape | Secretariat |
| Catherine McCreath | Note Taker |

25/24 Welcome and Apologies

The Management Side was in the Chair. The Chair welcomed attendees to the meeting and invited introductions due to new attendees.

Apologies were noted from Richard Gordon, Staff Side and John Anderson, Management Side Joint Secretary. Gavin Donoghue attended as Interim Management Side Joint Secretary in John’s absence.

26/24 Minutes of Previous Meetings and Any Matters Arising

The minutes of the following meetings were agreed:

- Thursday 2 November 2023 – Job Evaluation
- Wednesday 12 March 2025
- Thursday 24 April 2025 – Pay Meeting

Matters Arising

Agreement of The Minute of Thursday 2 November 2023

The GMB asked for it to be noted that it had not had sufficient time to review the November 2023 Job Evaluation minute and would have appreciated further time. It was acknowledged that the minute had been agreed by the previous Staff Side Joint Secretary who attended the meeting.

Four Day Working Week

Under item 18/24 of the Wednesday 12 March 2025 minute (Four Day Working Week), GMB noted it did not agree that the pilot satisfied the terms of the original agreement.

Draft Organisational Guidance

The GMB raised a query in relation to the progress of a draft organisational change guidance as this was undertaken to cover off elements of the last pay deal. The Management Side confirmed the work was ongoing, with further data being compiled and discussions with the Staff Side Joint Secretary are to follow.

27/24 Facilities Time

UNISON and Unite Request and College Employers Scotland (CES) Response

UNISON and Unite submitted a revised joint proposal in April 2025, requesting annual facility time to an allocation of 780 hours (UNISON 468 hours, Unite 156 hours and GMB 156 hours), effective from 1 September 2025.

It was noted by the Management Side that CES had agreed to this request at its May 2025 meetings.

The GMB wished it to be noted that they did not agree with this proposal as in their view, this was a significant cut in support staff trade union facility time of 91%.

GMB Request

The GMB tabled a separate paper – Paper 2b, requesting 2 FTE, due to a rise in membership and what it believes is an underutilisation of previous allocations.

The Management Side advised that CES noted GMB's position but agreed to proceed with the proposal put forward by UNISON and Unite.

The GMB expressed concern that the revised model is a significant cut to existing Facilities Time allocation and stated it could not support the proposal as drafted.

UNISON and Unite reiterated support for the revised model and confirmed willingness to accommodate GMB attendance and reimbursement for at NJNC/National Bargaining meetings until end August 2025, from the agreed allocation currently given to UNISON. The Staff Side Joint Secretary advised that the allowance for release is three hours for a single meeting and six hours for a full day or two meetings.

The Management Side noted that there is only one further support staff NJNC scheduled meeting taking place before September 2025 and one Policy Working Group but agreed that any scheduled NJNC/National Bargaining activity taking place in that time would be eligible for reimbursement.

It was agreed that Glasgow Kelvin College and Forth Valley College would be contacted by the Secretariat to confirm reimbursement is available for these meetings.

28/24 Job Evaluation

UNISON and Unite presented Paper 3 which confirmed the outcome of their ballots, with the majority in favour of the current Job Evaluation proposal and advised that they would now move forward with implementation. UNISON and Unite also requested Facilities Time for each college to appoint local trade union Job Evaluation Co-ordinators during the implementation and appeals phases only. It was agreed this will be discussed further during the joint working group meetings to take forward the detail of the project and the Business Case.

The Management Side advised that college preparatory activity on Job Evaluation, including data cleansing, would begin in June 2025.

GMB reported its members did not support the proposal and stated it would consult its members further.

29/24 Support Staff Pay Claim

This item was to note that a separate meeting that will fully focus on Pay will take place on Tuesday 10 June 2025, as agreed by the Joint Secretaries.

The GMB reiterated its claim for a flat rate increase and a commitment to no compulsory redundancies.

The Staff Side sought clarity on whether there is one claim or two.

The Management Side stated that its expectation is a single pay claim from one bargaining group to be negotiated at the Side Table and confirmed its understanding that the majority claim from the support staff side will form the basis of negotiations.

The GMB did not agree with this position and requested its ask to be formally noted. that even if the Management Side preferred one claim as a starting point, we have moved on from that starting point into negotiations.

30/24 National Recognition and Procedures Agreement (NRPA)

It was noted that UNISON and Unite had formally given notice to withdraw from the NRPA and intend to work with CES to develop a revised, national support staff only agreement.

GMB stated it has not withdrawn but expressed interest in being involved in these discussions.

The Management Side advised GMB's participation in these discussions would be dependent on them also resigning from the current NRPA.

GMB did not agree and reiterated its wish to be included in discussions before taking any decision on resignation.

UNISON and Unite advised clearly that they did not want GMB included in formal negotiations without resigning from the current NRPA.

31/24 Miscellaneous Leave

It was noted that the review of miscellaneous leave provisions was initially raised as part of the 2022/23 support staff pay claim, and that at the Side Table meeting on Wednesday 12 March 2025, it was noted that the review was now complete, and the outputs would be shared with the HR leads. It was agreed at that meeting that the feedback from the HR Leads would then be reviewed by the Joint Secretaries.

It was noted that the work of the Joint Secretaries on this matter was now complete and had been presented to CES for conclusion.

32/24 Date of Next Scheduled Meeting

The schedule of meetings for Academic Year 2025/26 will be issued in due course.

The next meeting is the Support Staff Pay meeting on **Tuesday 10 June 2025.**

Action Monitoring Log

| Wednesday 7 December 2022 | | |
|---|------------------------------------|---|
| Action | Owner | Status/ Anticipated/ Completion Date |
| Continue discussions on the Pay and Grading element of the Job Evaluation Dispute. | Joint Secretaries | Overtaken/Complete |
| Wednesday 12 March 2025 | | |
| Action | Owner | Status/ Anticipated/ Completion Date |
| Jointly approach the Scottish Government/SFC to establish its clear position re PSPP. | Management Side/Staff Side | March 2025 |
| Convene a series of meetings to further discuss Pay once more information on funding is known. | CES Team | In Progress |
| Final review of the Miscellaneous Leave document to take place between the Joint Secretaries once the feedback has been collated from the HR Leads | Management Side/Staff Side | Complete |
| Confirm in writing that following analysis of collated data from the sector, CES position on pay harmonisation. | Management Side Joint Secretary | Complete |
| Thursday 24 April 2025 | | |
| Action | Owner | Status/ Anticipated/ Completion Date |
| Provide written confirmation on the Scottish Government position in relation to the College sector and PSPP. | Management Side Joint Secretary | Initial response received May 2025 |
| Wednesday 4 June 2025 | | |
| Action | Owner | Status/ Anticipated/ Completion Date |
| Contact Glasgow Kelvin College and Forth Valley College to confirm reimbursement for GMB is available for the attendance of NJNC meetings in May and June 2025. | Secretariat | Complete |
| Finalise and issue 2025/26 NJNC – Side Table (Support) meeting schedule. | Joint Secretaries | Complete |